

SUBJECT: Delegated Authority 2025 Q2 Report

TO: Council Information Package (CIP)

FROM: Legal and Legislative Services
Legislative Services

Report Number: LLS-45-25

Wards Affected: not applicable

Date to Committee: N/A

Date to Council: N/A

CIP date: August 8, 2025

Note: at the request of a member of council, this information report can be pulled from the CIP for consideration at a future committee/council meeting.

Executive Summary

Purpose of report:

- The purpose of this report is to fulfill delegated authority reporting requirements through the City Clerk exercised by delegates for the time period between April 1, 2025 and June 30, 2025.

Key findings:

- A list of exercised delegated authorities reported to the City Clerk have been provided by the Legal Services division. No new delegated authorities were required since the last submission.

Implications:

- Not applicable

Information Report

Background

The purpose of this report is to fulfil delegated authority reporting requirements through the City Clerk exercised by delegates for the time period of April 1, 2025 through June 30, 2025, and provide updates on maintenance considerations for new delegated authorities, if applicable.

Status

The following exercised delegated authorities have been reported to the City Clerk for the period of April 1, 2025 through June 30, 2025:

Department	Subject	Decision
Acquisitions		
Legal Services	Real Estate Agreement DA Schedule Number 12 DA-07-25	City to finalize acquisition of land.
Leases and Licenses		
Legal Services	Real Estate Agreement DA Schedule Number 14 DA-06-25	City to enter into Licence Agreement for 4 weeks

Included in the quarterly report is the opportunity to propose new or clarified delegations of authority to be amended into the Delegated Authority By-law 071-2023. No new delegated authorities have been requested at this time.

Key Dates & Milestones

The 2025 Q3 Delegated Authority quarterly report will be included in the Council Information Package in October 2025.

Implications

Not applicable.

References

Strategic Alignment

(Select all that apply)

- ☐ Designing and delivering complete communities
- ☐ Providing the best services and experiences
- ☐ Protecting and improving the natural environment and taking action on climate change
- ☒ Driving organizational performance

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Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.